

## **ENCOURAGEMENT OF PARTICIPATION STATEMENT**

The State of Maryland is actively seeking to increase participation from businesses and organizations in the procurement of goods and/or services. Accordingly, all potential bidders/offerors are encouraged to complete the "Notice of Vendors/Contractors", which is on the following page, supplying comments and/or the reason(s) for declining to bid or to make an offer in response to this solicitation. Please return this form either with your submission package or in an envelope addressed to the Issuing Office, identified in this proposal even if you are not bidding on this contract.

STATE OF MARYLAND  
NOTICE TO VENDORS/CONTRACTORS

In order to help us improve the quality of State bid and proposal solicitations and make our procurement process more responsive and "business friendly", we ask that you take a few minutes and provide comments and suggestions regarding the enclosed solicitation. Please return your comments with your bid, proposal, or "no bid", as the case may be. Thank you for your assistance.

Bid/Proposal Number: \_\_\_\_\_ Entitled: \_\_\_\_\_  
\_\_\_\_\_

1. If you have responded with a "no bid", please indicate the reason(s) below:
  - 9 Other commitments preclude our participation at this time
  - 9 The subject of the solicitation is not something we ordinarily provide
  - 9 We are inexperienced in the work/commodities required time
  - 9 Specifications are unclear, too restrictive, etc. (explain in Remarks section)
  - 9 The scope of the work is beyond our present capacity
  - 9 Doing business with Maryland Government is simply too complicated
  - 9 We cannot be competitive (explain in Remarks section)
  - 9 Time allotted for completion of the bid/proposal is insufficient
  - 9 Start-up time is insufficient
  - 9 Bonding/Insurance requirements are restrictive (explain in Remarks section)
  - 9 Bid/Proposal requirements (other than specifications) are unreasonable or too risky (explain in Remarks section)
  - 9 MBE requirements (explain in Remarks section)
  - 9 Prior State of Maryland contract experience was unprofitable or otherwise unsatisfactory (explain in Remarks section)
  - 9 Payment schedule too slow
  - 9 Other:
2. If you have submitted a bid or proposal, but wish to offer suggestions or express concerns, please use the Remarks section, below (use reverse or attach additional pages as needed).

REMARKS:

Vendor Name: \_\_\_\_\_ Date \_\_\_\_\_  
Contact Person \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ -  
Address: \_\_\_\_\_

